

**Tuesday 15<sup>th</sup> November 2022**

**5pm**

**To be held remotely via ZOOM video conferencing**

## **AGENDA**

### **In attendance:**

Mr G Thompson, Principal (at request of committee)  
Mrs M Searle, Director of Finance & resources (at request of committee)  
Mrs C Biscoe, / Mr David Wallis, Buzzacott LLP for item 18  
Mrs E Lewis, Clerk to the Governors

### **Mr Ebele, Vice Chair, will chair the meeting**

1. **Opening Prayer**
2. **Welcome:** Mr C Uraih, foundation governor
3. **Apologies:**
4. **Declarations of Interest:**
5. **Election of Chair of Committee** (to serve two year term of office)
6. **Election of Vice-Chair of Committee** (to serve two year term of office)
7. **Minutes of meeting held on 17<sup>th</sup> May 2022:** Previously circulated on 29<sup>th</sup> June 2022 and reported to full Board, 5<sup>th</sup> July 2022 (*in papers*)
8. **Action Points from previous meeting:**
  - 8.1. **Letter of Engagement for Buzzacott** (item 9.3)
  - 8.2. **Internal Audit Service IT Infrastructure assignment report on Secure remote working, Information Security and Operational Resilience** (item 11)
9. **Matters Arising, not covered by agenda items:**
10. **Regularity Audit Self-Assessment 2021 - 2022:** committee to receive formally the final version of the completed questionnaire as submitted to auditors. This version was approved following consultation with Audit committee members by email, 30<sup>th</sup> September 2022 and subsequently signed by Mr Sheta and Mr Thompson. (*final signed version in papers*)
11. **Internal Audit: College Action Report:** Mrs Searle (*in papers*)
12. **Risk Management:**
  - 12.1. To receive updated risk register and policy (*in papers*)
  - 12.2. Principal to present verbal report on key active risks.
13. **Internal Audit:** Assessment of internal control / audit assignments
14. **Board Assurance Framework:** To confirm that the framework reviewed in Summer 2022, approved by the Governing Body (*in papers*) provides assurance in conjunction with the IAS assignments for end of year financial statements 2021 – 2022.

15. **Audit Committee Annual Report to Governors for 2021 – 2022:** For discussion and agreement (*draft in papers*). Audit committee members are asked to consider specifically whether the report reflects all the activities that the committee has or should be carrying out including the audit plans and levels of assurance in place. This report will be filed with the ESFA. There is no annual opinion from IAS.

16. **Summary of Committee Effectiveness in 2021 -2022**

17. **Any other business:**

Contd.....

18. **c6pm. THIS ITEM TO BE TAKEN IN JOINT (REMOTE) SESSION WITH THE FINANCE & RESOURCES COMMITTEE AND THE GOVERNING BODY:**

18.1. **FMCE<sup>1</sup>:** to note completed non-mandatory self-evaluation for 2021 - 2022: Mrs Searle. (*in papers*)

18.2. **Financial Statements for year ended 31<sup>st</sup> July 2022 to be presented by Buzzacott, Financial Statements Auditors:**

18.2.1. Report & Financial Statements (Consolidated Accounts) for year ended 31<sup>st</sup> July 2022 (*draft in papers*)

18.2.2. Post - Audit management report for 2021 – 2022 including Regularity (*draft in papers*)

18.2.3. Letter of Representation (*in papers*)

**AUDIT COMMITTEE MEETING CONCLUDES**

**AUDIT COMMITTEE and AUDITORS TO LEAVE MEETING**

**Distribution:**

Mr D Navarro

Mr C Uraih

Mr S Ebele

Mrs B Meier

Buzzacott

Mrs M Searle

Mr G Thompson

Clerk

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<sup>1</sup> Financial Management Control Evaluation